

**DEXTER DOWNTOWN DEVELOPMENT AUTHORITY  
IN-PERSON HYBRID MEETING MINUTES  
March 15, 2023**

**1. Call to Order** –Chair Doug Finn opened the meeting at 7:32 am.

**2. Roll Call** – The following members were present:

Doug Finn, Chair	Shawn Keough, Mayor	Phil Mekas
Mike Fitzpatrick, Treasurer	Rich Bellas	Mike Penn
Don Darnell	Deb Schroeder	Randy Willis

Patrick Becker, and Karen Magdich were absent

Also in attendance were Michelle Aniol, Community Development Manager, Eric Tuomey & Kevin Denoyer from Common Sail, and Marianne Wendt, Recording Secretary

**3. Approval of Minutes**

Motion by Willis and supported by Penn to approve the regular February 16, 2023 minutes. Motion carries by unanimous voice vote, with Becker, Magdich, and Fitzpatrick absent.

**4. Approval of Agenda**

Motion by Keough and supported by Schroeder to approve the agenda, as presented. Motion carries by unanimous voice vote, with Becker, Fitzpatrick, and Magdich absent.

**5. Pre-Arranged Citizen Participation** – There was no pre-arranged participation.

**6. Non-Arrangement Citizen Participation** - There was no citizens participation.

**7. Treasurer's Report** – Ms. Aniol presented the Treasurer's Report including a summary of the Cash Balances Report and the Revenue and Expenditures Report, which were included in the packet.

Dexter DDA Invoices for March include Chase Bank, Non-Taxable Refunding Bond for \$190,767.36. One invoice came in after the packet had been sent out for \$700 ASTI for services pertaining to the redrilling issue at 3045 Broad St. Total for all invoices is \$191,467.36. Member Fitzpatrick arrived at 7:38 am.

Motion by Penn and supported by Willis to approve the invoices with the additional \$700 invoice added to the report for a total of \$191,467.36.

Ayes: Schroeder, Willis, Bellas, Keough, Finn, Fitzpatrick, Penn, Darnell, and Mekas  
Nays: None

Motion carries with Becker and Magdich absent.

Motion by Darnell and supported by Schroeder to approve the Treasurer's Report, as presented.

Ayes: Darnell, Schroeder, Keough, Finn, Bellas, Mekas, Penn, Willis, and Fitzpatrick.  
Nays: None

Motion carries with Becker and Magdich absent.

## 8. Correspondence/Communications

None

## 9. New Businesses – Common Sail request for extension of the Option Period for an additional four (4) months.

Motion by Willis and supported by Penn to grant Common Sail Development Group a four-month extension to the Option Period, upon determining that Common Sail Development Group is making active, good faith progress towards obtaining conceptual plans, studies, and proforma(s) and that an extension of the Option Period is needed, pursuant to Section 2 of the City of Dexter Downtown Redevelopment Opportunity Pre-Development Agreement, dated October 12, 2022.

Ayes: Fitzpatrick, Darnell, Bellas, Penn, Willis, Mekas, Schroeder, Finn, Keough.

Nays: None

Motion carries with Becker and Magdich absent

## 10. Unfinished Business

- a. Downtown Development Strategic Plan Update 2023 - Consider a recommendation from the RFP Committee and staff to approved the CIB Final Scope of Work for the Strategic Plan Update 2023, in an amount not to exceed \$95,400.

Motion by Fitzpatrick and supported by Darnell to approve the revised CIB Scope of Work in an amount not to exceed \$95,400, and authorize DDA Chair Doug Finn to execute a contract on behalf of the DDA.

Ayes: Keough, Finn, Mekas, Penn, Willis, Darnell, Bellas, Schroeder and Fitzpatrick.

Nays: None

Motion carries with Becker and Magdich absent

- b. Consider Request from the Dexter Daze Committee to Close and Use a DDA Parking Lot During Dexter Daze.

Motion by Fitzpatrick and supported by Keough to postpone action to next month to allow the Committee time to obtain approval from businesses adjacent to the parking lot.

Ayes: Mekas, Schroeder, Fitzpatrick, Finn, Willis, Penn, Keough, Bellas.

Nays: None.

Abstain - Darnell

Motion carries with Becker and Magdich absent

## 11. Reports

- a. **Mayor** – Mayor Keough gave a verbal update and stated he has a meeting with Kevin Denoyer today.
- b. **Staff** – Ms. Aniol provided the following verbal updates:
  - KLA Development will be pursuing a residential condo project at 8180 Main St.
  - Social district signs are up and hopes to have a press release to the papers soon.

- May 1 is the date for the outdoor seating to begin letters will be sent out reminding the businesses.

**12. Chairman's Report** - Next meeting: April 20, 2023

- a. Replacement Trees on Main Street
- b. Strategic Plan update 2023 Kick off meeting.

**13. Non-Arranged Citizen Participation** - There was no citizens participation.

**14. Adjournment**

Motion by Darnell and supported by Bellas to adjourn the meeting at 8:41am.

Motion carries by unanimous voice vote with Becker and Magdich absent.

Respectfully submitted

Approved for filing: April 20, 2023

Marianne Wendt  
Recording Secretary  
City of Dexter DDA